

STATEMENT OF SERVICES

Alaska School Design and Construction Standards

Department of Education and Early Development

IRFP PROGRAM NUMBER: 200000079

DATE PREPARED: MARCH 20, 2020

Minimum Experience Requirements

To be considered responsive to this solicitation, the Contractor must:

1. Have a professional licensed in Alaska in Architecture, Mechanical Engineering, and Electrical Engineering; and
2. Have provided services in these professions for a minimum of three new or substantially remodeled K-12 schools in Alaska within the past 5 years.

Minimum Experience Requirements Examples of Acceptable Evidence

The State of Alaska reserves the right to accept evidence as meeting the requirement.

1. To be considered responsive, evidence of meeting requirement 1 may be obtained by identifying and providing a license as evidence of a qualified licensed professional who is responsible for overseeing the Alaska School Design and Construction Standards project.
2. To be considered responsive, evidence of meeting requirement 2 may be obtained by identifying and providing references, letters of recommendation, or other evidence determined to be acceptable by the State.

BACKGROUND INFORMATION

SEC. 1.01 BACKGROUND INFORMATION

Many states have documents that lay out standards for the various elements of schools. Others have adopted national standards that reflect 21st Century school design. These documents have the purpose of setting adequate quality standards (minimum acceptable for State funding) and placing limits on costs (maximum acceptable for State funding). Parts of the other states' standards documents can be considered; however, it seems unlikely that incorporation of another state's standards would result in an Alaska-specific document that responds effectively to Alaska's diverse needs.

The statutory Bond Reimbursement & Grant Review (BR&GR) Committee (AS 14.11.014) provided a report to the 30th Alaska Legislature titled Criteria for Cost-Effective School Construction. Criteria #10 of that report was the development of Model Alaskan School standards to ensure cost-effective school construction across the state. The following was provided as the basis for this recommendation:

Building system and component types, quantities, and quality vary widely across school projects with state aid. Powers granted to the department provide broad authority for the State to revise a project's scope and budget if the costs are excessive and to reject projects not in the state's best interests. The basis for making these determinations could be more transparent if there were written standards.

In 2018, the Legislature passed and the Governor signed HB212. This bill implemented several considerations from the BR&GR Committee report on cost effective school construction criteria. Specifically, it required development of regionally based model school construction standards. The bill added the following subsection to Alaska statute:

AS 14.11.017(d) The department shall develop and periodically update regionally based model school construction standards that describe acceptable building systems and anticipated costs and establish school design ratios to achieve efficient and cost-effective school construction.

Responding to this mandate, department methodology through 2018 was to index the model school portion of each section to two documents routinely utilized by the department:

1. The Department's Program Demand Cost Model's escalation model school elements¹, and
2. The Department's historic Cost Format estimating structure².

In this concept, following a discussion of each model school element, the standard would list approved alternatives to those model school elements based on regional site and climate variations. A template for potential construction and design standards by building system was created, Construction & Design Standards Section Template 2019³. The department began drafting construction standards sections based on that template, see School Design & Construction Standards Handbook 2019 DRAFT⁴.

A concern arose in 2019 during discussions within the BR&GR Model School Subcommittee regarding the complexity of this structure and its ability to be updated. This led to a desire for a more narrative format with a focus on simplicity and brevity. Model Alaskan School standards should avoid the impulse to 'regulate everything'. A Model Alaskan School standard should fill a niche between adopted building codes and any detailed, adopted school district design criteria. Examples of this style and content include published school construction standards from Arkansas⁵ and Maine⁶.

This solicitation is intended to assist the department in addressing the statutory requirement identified in AS 14.11.017(d) by finalizing a building system standards template and completing drafts of several sections using that template.

SEC. 1.02 SCOPE OF WORK

The Department of Education and Early Development, Division of Finance and Support Services (DEED), is soliciting proposals for development of a DEED School Design & Construction Standards building system template, and for the completion of drafts of four building system standards using the approved template.

The Contractor shall provide the services in two parts:

1. Standards Structure and Template, and

¹ Attachment 2

² Attachment 3

³ Attachment 4

⁴ Attachment 5

⁵ Attachment 6

⁶ Attachment 7

2. Draft Standards for Exterior Closure, Interiors, Mechanical, and Electrical.

Part 1: Standards Structure and Template

Based on document review, interviews, feedback, brainstorming and other appropriate methodologies, the Contractor shall evaluate provided sample documents, and combined with internal knowledge and experience, shall develop a proposed overall structure for the Alaska School Design & Construction Standards. The Contractor shall also develop a proposed template to be used in developing the individual building system sections of the Alaska School Design & Construction Standards handbook. At a minimum, the template should address the following:

1. System Description
2. Specific System Standards
3. Design Guidance and/or Lessons Learned
4. Prohibited Elements or Scope

Part 2: Draft Standards for Exterior Closure, Interiors, Mechanical, and Electrical

Based on the approved template, the Contractor shall prepare drafts of standards for the following four systems:

1. Exterior Closure,
2. Interiors,
3. Mechanical, and
4. Electrical.

The level of detail must address systems and components down to Level 4 of the DEED Cost Format.

Note: The Contractor will have access to staff from the Department of Education & Early Development, Facilities Section for information gathering and interview processes. The Contractor may have access to members of the Bond Reimbursement & Grant Review Committee, and its subcommittees, for the purposes of information gathering and interview processes. Information regarding this committee is available on the department's web site.

Contractor shall provide the following in completion of a contract resulting from this solicitation:

Task 1 – Kickoff Meeting

- a. Contractor shall schedule and conduct a kickoff meeting with project team. The purpose of the meeting will be to review and coordinate the elements of the scope of work, and to gain clarification wherever needed. Contractor shall provide a summary report that includes a list of any specific direction and/or clarification in support of the agreement.

Task 2 – Draft Standards Structure and Template

- b. Based on the kickoff meeting, Contractor shall complete necessary services and provide a draft of standards structure and standards template. The DEED project team will provide review comments to drafts within two business days.

Task 3 – Final Standards Structure and Template

- c. Based on review comments, Contractor shall finalize the standards structure and template for submission to the State Project Director for review and approval.

Task 4 – Draft System Standard (4ea)

- d. Using the approved template, Contractor shall complete services and provide a draft of the four identified standards. The DEED project team will provide review comments to drafts within three business days.

Task 5 – Final System Standards

- e. Based on review comments, Contractor shall finalize the draft standards for the four designated systems.

SEC. 1.03 CONTRACT TERM AND WORK SCHEDULE

Procurement Officer Note: Enter appropriate information

The length of the contract will be from the date of award, approximately April 10, 2020, for approximately three months until completion, not later than June 30, 2020.

Unless otherwise provided in this IRFP, the State and the successful offeror/contractor agree: (1) that any extension of the contract excluding any exercised renewal options, will be considered as a month-to-month extension, and all other terms and conditions shall remain in full force and effect and (2) the procurement officer will provide written notice to the contractor of the intent to cancel such month-to-month extension at least 30 days before the desired date of cancellation. A month-to-month extension may only be executed by the procurement officer via a written contract amendment.

SEC. 1.04 DELIVERABLES

The Contractor must provide the following deliverables:

Task 1 – Kickoff Meeting Summary

Task 2 – Draft Systems Structure and Template

Task 3 – Final Systems Structure and Template

Task 4 – Draft System Standards (Exterior Closure, Interiors, Mechanical, and Electrical)

Task 5 – Final Draft System Standards (Exterior Closure, Interiors, Mechanical, and Electrical)